

February 14, 2020

Dear Homeless Liaisons:

# Title I, Part A Reservation Funds for Homeless Education

As your local educational agency (LEA) indicates their designated reservation amount in Consolidated Application and Reporting System (CARS) on the 2019–2020 Winter LEA Allocation and Reservations Data Collection (due February 28, 2020), the California Department of Education’s (CDE) Homeless Education Program is providing the following information as technical assistance to you and your staff. The letter below outlines how to determine an amount for the homeless education reservation, as well as the allowable uses of these reservation funds to ensure the reserved funds are spent and used to provide services for students experiencing homelessness.

An LEA can determine the appropriate amount of Title I, Part A funds to reserve for homeless education in a variety of ways, such as:

* Collaborate with the homeless liaison to identify homeless students’ needs and reserve accordingly.
* Obtain the LEA’s count of homeless students and multiply that count by the Title I, Part A per-pupil allocation.
* Reserve a specific percentage based on your LEA’s poverty level or total Title I, Part A allocation.

Once those funds have been determined, the LEA can spend those funds as follows:

* Transport homeless students to and from school of origin, and after-school programs.
* Fund the homeless liaison position.
* Provide activities other than direct instruction, provided that the activity promotes student achievement.
* Provide academic support as well as non-academic support to homeless students in non-Title I, Part A schools.
* Meet basic needs (clothing, supplies, health, etc.) of homeless students so that they can participate in school.
* Hire special teachers, aides, and tutors to provide supplemental instruction.
* Reach out to parents in homeless situations.
* Provide after-school and/or summer programs.
* Collect data on homeless students.
* Provide emergency food while the student is in school, including breakfast, lunch, and snacks.
* Defray medical and dental expenses.
* Pay fees associated with obtaining birth certificates and obtaining immunizations.
* Pay the cost of high school equivalency testsfor homeless students.
* Provide the cost of cap and gown to wear at graduation.
* Pay for school projects and/or field trips.

Title I, Part A is designed to meet the educational needs of low-achieving children in schools with the highest levels of poverty by aligning high-quality assessments, accountability systems, teacher preparation, curriculum, and instructional materials with challenging state academic standards. Homeless children and youth are automatically eligible for Title I educational services.

Similarly, the McKinney-Vento Homeless Education Assistance Act (Title 42 United StatesCode Section 11431) ensures that homeless students have access to the same free, appropriate public education and related services as their permanently-housed peers in order for homeless students to have an equal opportunity to meet the same challenging academic standards.

The Every Student Succeeds Act (ESSA) Section 1113(c)(3) states that an “LEA shall reserve such funds as are necessary” to provide services to homeless children and that these services must be comparable to the services the district provides to children in Title I, Part A schools. These services can be direct, as well as indirect services to and for the homeless student. These funds shall be determined based on the total allocation received by the LEA and prior to any allowable expenditure or transfers by the LEA. Furthermore, the amount of funds may be determined based on a needs assessment of homeless children and youths in the LEA, taking into consideration the number and needs of homeless children and youths in the LEA, and used to provide homeless children and youths with services not ordinarily provided to other students under this part.

Homeless students within an LEA will attend one of the following:

* Title I, Part A schools with schoolwide programs
* Title I, Part A schools with targeted assistance programs
* Non-Title I, Part A schools

Homeless students in schoolwide programs must receive Title I educational services comparable to those of their peers. In a schoolwide program, all students benefit from Title I educational services. Students who need extra learning time to meet the state standards must be provided with timely additional assistance that is tailored to their needs.

Homeless students in targeted assistance programs must be included in the rank order process upon enrollment. The targeted assistance process involves integrating multiple educational measures, rank ordering eligible students by academic need, and serving those most at risk of failing to meet the state standards. Homeless students have a federal right to be included in the rank order process, but they may or may not ultimately receive Title I educational services, depending on where they fall in the rank order.

Homeless students in non-Title I, Part A schools must be individually assessed for academic need upon enrollment. If, based on this needs assessment, the school determines that the homeless student is at risk of failing to meet the state standards, then the student shall be provided educational services comparable to those offered in the LEA’s Title I schools. Educational services should be offered on a case-by-case basis.

If you have any questions regarding this subject, please contact the CDE’s Integrated Student Support and Programs Office and speak with one of our Homeless Education Program Consultants:

| Consultants | Telephone Number | Email Address |
| --- | --- | --- |
| Karmina Barrales | 916-327-9692 | [KBarrales@cde.ca.gov](mailto:KBarrales@cde.ca.gov) |
| Heidi Brahms | 916-319-0253 | [HBrahms@cde.ca.gov](mailto:HBrahms@cde.ca.gov) |
| Leanne Wheeler | 916-319-0383 | [LWheeler@cde.ca.gov](mailto:LWheeler@cde.ca.gov) |

Sincerely,

Mindi Parsons, Administrator

Integrated Student Support and Programs Office

MP:lw